

## COBIS Musical Theatre Festival 2026 – In-person Event Terms and Conditions

The COBIS Musical Theatre Festival (in-person event) will take place from 12-14 November 2026 at Tanglin Trust School, Singapore in partnership with London International Theatrical Arts (LITA).

### Participants

- The COBIS Musical Theatre Festival is open to COBIS member schools. Each school with a registered COBIS account should participate as an individual school.
- Students in Years 7-13 can attend the Musical Theatre Festival.
- Participating schools are permitted to bring up to 20 students to the Festival.

### Registration

- Schools must register for the in-person Festival via the online form on the COBIS website.
- All bookings must be made by school staff.
- The cost per participant (student) is £330+VAT.
- The participation fee covers competition entry, excursion, catering, and transport within the host country (transfers between the airport and nominated accommodation, and the nominated accommodation and event venues). Travel to/from Singapore, and accommodation within Singapore is **not** included in this fee.
- The closing date for registration is Friday 11 September 2026.
- Places will be allocated on a first-come-first served basis. If the number of registered schools exceeds the maximum capacity, schools will be placed on a waiting list.
- Schools must confirm how many students they would like to bring to the Festival by Friday 11 September 2026. If possible, please provide this information before this date.
- If a registered school wishes to withdraw from this competition, they must confirm before Friday 11 September 2026. To cancel a booking, please notify [kirsty.smith@cobis.org.uk](mailto:kirsty.smith@cobis.org.uk).

### Finance

- Schools will be invoiced directly for places booked, not parents or guardians.
- Schools must pay the deposit and balance in a timely manner, in accordance with the timeline specified on all invoices.
  - The non-refundable deposit invoice of £140 per participant will be issued by London International Theatrical Arts (LITA) from the week commencing 22 June 2026 onwards and must be paid by Friday 18 September 2026.
  - The balance invoice will be raised during the week commencing 21 September 2026 and must be paid by the date specified on the invoice.

### Travel and Accommodation

- Schools must not make any arrangements to travel to or stay in Singapore until their place has been formally confirmed by COBIS and the host school.
- Schools must take out the appropriate insurance policies in order to attend the competition; the policy should include travel, medical and cancellation insurance as well as anything else as required by your school or region.

### Cancellation

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- COBIS and the host school reserve the right to cancel this event if insufficient bookings are received, or if travel to the host country becomes inadvisable.
- Schools must take out the appropriate insurance policies in order to attend this competition; the policy should include cancellation, travel and medical insurance as well as anything else as required by your school or region.

### **COBIS Code of Conduct**

By participating in a COBIS Student Event, individuals agree to abide by the Code of Conduct as outlined below. Participants who exhibit any behaviour that contravenes this may be immediately removed from the event in question and may be suspended from future COBIS events. Please review the [COBIS Student Events Code of Conduct](#) in full. Schools are expected to share the [COBIS Student Events Code of Conduct](#) with participating students, staff, and spectators.

#### **Students:**

- Demonstrate empathy, tolerance, respect, and kindness towards others.
- Be respectful of differing opinions, viewpoints, experiences, and cultural sensitivities.
- Be considerate and respectful to all participants, attendees, hosts, officials and COBIS staff.
- Do not engage in unacceptable behaviour, including but not limited to demeaning, discriminatory, or harassing behaviour, materials, or speech, whether in-person or online.
- Take part for enjoyment and strive for personal excellence.
- Graciously accept constructive feedback
- Compete by the competition conditions and rules.
- Accept responsibility and apologising to those affected by our mistakes, and learning from the experience
- Learn to value honest effort, skilled performance and improvement.
- Cooperate with the officials, teachers, and teammates (if applicable).
- Do not argue with the officials' decisions.

#### **In the case of team events:**

- Work hard for the team as well as for yourself.
- Treat all teammates and opponents with kindness and respect.

#### **In the case of in-person events:**

- Develop and demonstrate awareness and respect for local customs, laws, expectations and cultural context.
- Respect the venues, hotels and transport vehicles.
- Keep living spaces tidy.
- Do not disturb others in the hotel.

### **Data Processing**

- In order to administer this event, COBIS/the host school/LITA will collect student names, ages, dates of birth, schools, passport details, dietary requirements, and access requirements, as well as medical details if required for visa support letters. Please ensure that you have obtained the correct consent from pupils or guardians when providing this information. COBIS may ask for evidence of this consent.

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- COBIS will also collect lead teacher, head teacher and finance names and contact details. This data will be shared with the host school and LITA for the administration of the event. COBIS, the host school and LITA have a data sharing agreement in place to protect the transfer of this information.
- COBIS will process data in line with their [Privacy Policy](#). The host school will process data in line with their [Privacy Policy](#). LITA will process data in line with their [Privacy Policy](#).
- Data will be retained in line with COBIS's, LITA's and Tanglin Trust School's respective Data Retention Policies.
- In line with the applicable Data Protection Laws, the data subject or legal guardian (if the data subject is under 18) may request the removal of their name at any time. Please contact [students@cobis.org.uk](mailto:students@cobis.org.uk) to make this request.

These event Terms and Conditions should be read in conjunction with the COBIS Membership Terms and Conditions (with specific reference to Schedule 14), which is linked [here](#). By agreeing to these event Terms and Conditions, you agree to also be bound by the relevant sections of the COBIS Membership Terms and Conditions. Should your school not adhere to the Membership Terms and Conditions, your membership with COBIS may be subject to review as determined by the COBIS Board.

COBIS reserves the right to publish updated guidance and Terms and Conditions regarding the Musical Theatre Festival.

In partnership with: